

Exhibit 24

Information/Action Item

Consideration of 2015 Commission meeting calendar

A 2015 calendar of proposed Commission meeting dates is attached as Exhibit 23.1. The proposed dates have taken into consideration significant legislative deadlines, meetings of the UC Regents, CSU Trustees and CCC Board of Governors, AICCU executive board meetings, holidays and other significant events.

Previous Years

In 2012, the Commission met 7 times:

January 26	teleconference – state budget and two business items
February 23-24	Sacramento – public hearing on distance learning and business meeting
April 26-27	Sacramento – continuation of public hearing on distance learning and business meeting
May 17	teleconference – May Revision and two business items
September 13-14	CSU, Sacramento – business meeting
October 12	teleconference – SB 70 regulations
November 15-16	UC Davis – strategic planning and business meeting

In 2013, the Commission met 8 times:

January 24	teleconference – business meeting
February 21-22	Rancho Cordova – business meeting
April 25-26	Rancho Cordova – business meeting
May 23	teleconference – May Revision and one other business item
June 20-21	Rancho Cordova – strategic planning session and business meeting
September 19-20	Rancho Cordova – business meeting
October 22	teleconference – PEN recommendation on election procedures and one business item

California Student Aid Commission

November 21-22 Mount Saint Mary's College (Los Angeles) – business meeting

The Commission has met 6 times to date, including this September meeting, of 7 meetings scheduled for 2014:

January 23 teleconference – state budget

February 20-21 Rancho Cordova – business meeting

April 10 Rancho Cordova – business meeting

May 15 teleconference – May Revision and one business item

June 19-20 Variety Boys and Girls Club (Los Angeles) – business meeting

September 18-19 Rancho Cordova – business meeting

November 13-14 scheduled business meeting; location to be determined

Meeting Locations

The locations for the proposed meetings in 2015 have not yet been determined. The meeting in May on the May Revision, however, is expected to be a teleconference.

In response to Commission direction, staff compared estimated travel costs for two-day meetings held in Rancho Cordova, Los Angeles, and San Francisco. We had to make certain assumptions to develop the estimates. Our estimates were based on the 13 current (as of August 1) Commissioners. Further, we assumed all Commissioners who had to travel out of town would fly, would rent cars and would rent hotel rooms for two nights. For a San Francisco meeting, however, we assumed that the 3 Commissioners in or near Sacramento would drive.

For staff travel, we included only support staff, including IT staff, who would normally attend Commission meetings, as well as senior management. We did not include other staff that may be needed at particular meetings. For the Los Angeles and San Francisco meetings, we assumed staff would rent hotel rooms for two nights. For the Los Angeles meeting, we did not include the cost of a separate car rental for staff that normally carpool with other staff. For the San Francisco meeting, we assumed that staff would drive from Sacramento, but did not include the cost of mileage for staff we expected would carpool.

Thus, our estimates of travel costs could differ from the actual cost of any particular meeting due to the idiosyncrasies of that meeting.

We did not include non-travel meeting costs. For example, unless provided *gratis* by the facility at which the Commission is meeting, the fee for use of the facility could be substantial. We did not include the cost of streaming the meetings over the web or the cost of a short-hand reporter, which would be necessary regardless of location.

California Student Aid Commission

Based on our assumptions, the general comparison of costs of travel are:

<u>Meeting Location</u>	<u>Estimated Travel Cost</u>
Rancho Cordova headquarters	\$9,500
Los Angeles	\$13,200
San Francisco	\$18,900

The estimated travel cost of a two-day meeting in Los Angeles could exceed the Rancho Cordova cost by about \$3,700, or about 39% ($\$3,700 \div \$9,500$). Commissioner costs would make up about 30%, while staff costs would be about 70% of the total cost.

The estimated travel cost of a two-day meeting in San Francisco could exceed the Rancho Cordova cost by about \$7,400, or about 78% ($\$7,400 \div \$9,500$). Commissioner costs would make up about 68%, while staff costs would be about 32% of the total cost.

The cost of a two-day meeting in Rancho Cordova would arise from Commissioner travel. No staff travel costs would be incurred.

Responsible Person(s): Keith Yamanaka
Chief Deputy Director

California Student Aid Commission's 2015 Calendar of Meetings
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Month	Date	Meeting Type
January	16	Commission Meeting
February	19-20	Commission Meeting
March		
April	16-17	Commission Meeting
May	28	Commission Teleconf. Mtg. on May Revise
June	25-26	Commission's Strategic Planning Meeting
July		
August		
September	24-25	Commission Meeting
October		
November	5-6	Commission Meeting
December		

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